

	Lloydminster Catholic School Division – Administrative Procedures	
	AP 319 – Temporary Student Health Support	
Related LCSDF AP's		
Form(s)	F 316.1 – Parent Authorization for Chronic Health Care At School F 316-3 – Daily Medication Record F 316.4 – Daily Record of Health Care Interventions F 319.1 – Parent Authorization for Temporary Health Care at School	
References:	The Education Act, 1995 85, 87, 175, 188, 190	
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Background

The Division recognizes it may be necessary to administer medication and other health-related services to students who require temporary, short-term support. The Division will accommodate, to a reasonable extent, those students who require health and personal care practices in order for them to attend school regularly in recognition that every student has the right to an education.

Procedures

1. Parents must request that the school administer the necessary medication using the “Parent Authorization for Temporary Health Care at School” Form 319-1.
2. The medication to be administered to the student must be brought to the school office from home by a parent or legal guardian. The parent or legal guardian will ensure that the correct medication is provided to the school office and that it is available as required.
3. Any medication to be administered to the student must be brought from home by a parent or legal guardian. The parent will ensure that the correct medication is provided and that it is available as required.
 - 3.1 The medication container must have the dispensing instructions noted on it and must have the official label of the pharmacy if this information has not been specifically identified on Form 316.1. This container of medication should be strictly for use at the school.
 - 3.2 Medication stored in the school must be stored securely.
4. The parent is required to pick-up all unused medication following the period of time indicated on “Temporary Health Care at School” Form 319-1.
5. Two (2) staff members in the school will be designated by the Principal with the responsibility to administer medication to students.
 - 5.1 The designated staff members shall be responsible for keeping a schedule and maintaining a “Daily Medication Record” (Form 316-3).

- 5.2 The designated staff members shall report all medical interventions on the “Daily Record of Health Care Interventions” form (Form 316-4).